


# RECYCLING AND SOLID WASTE SURVEY

**Please note: This survey is requesting 2017 CALENDAR YEAR data.**

Required filing, by February 15th, for most Municipalities who have received Sustainable Materials Recovery Program Municipal grant funds in the last three years in any grant category. Be sure to file by the deadline in order to stay in compliance with grant conditions. The only exception to this requirement is for municipalities who have received only Small-Scale awards over the last three years. See the Reporting Section of your grant agreement for details.

ALL Massachusetts municipalities are encouraged to complete this annual survey, and, please note that completing the survey is a pre-requisite to submitting a Sustainable Materials Recovery Program Municipal grant application expected to be issued in April 2018.

If you need to save a partially completed survey and return to it at a later time, click "Save" at the bottom of the survey. When you are ready to submit the survey to MassDEP, please do so by clicking "Submit to Program" at the bottom of the screen. You will see the lock icon  on your Dashboard when you've successfully submitted the survey.

## 1. Contact Information

Contact Name: \*

Contact Title: \*

Email: \*

Phone: \*

## 2. Household Information

Total number of households in the municipality \*

## Municipal Trash Program

Number of Households Served by the Municipal Trash Program \*

Describe the households served by the municipal trash program by checking all that apply

### Section 1: Units per property \*

- ☐ All households that obtain a transfer station sticker
- ☐ Single family
- ☐ Two family
- ☐ Three family
- ☐ Four family
- ☐ Five and Six Family
- ☐ Seven and Eight Family
- ☐ Nine family and above

### Section 2: Does the municipal trash program serve apartments and/or condominiums? Check all that apply \*

- ☐ All Condominiums
- ☐ Only condominiums of the size indicated in Section 1
- ☐ All apartments
- ☐ Only apartment complexes of the size indicated in section 1
- ☐ None of the above

## Municipal Recycling Program

Number of Households Served by the Municipal Recycling Program \*

**Describe the households served by the municipal recycling program by checking all that apply**

**Section 1: Units per property \***

- ☐ All households that obtain a transfer station sticker
- ☐ Single family
- ☐ Two family
- ☐ Three family
- ☐ Four family
- ☐ Five and Six Family
- ☐ Seven and Eight Family
- ☐ Nine family and above

**Section 2: Does the municipal recycling program serve apartments and/or condominiums? Check all that apply \***

- ☐ All Condominiums
- ☐ Only condominiums of the size indicated in Section 1
- ☐ All apartments
- ☐ Only apartment complexes of the size indicated in section 1
- ☐ None of the above

Attach a copy of the LA4 form most recently submitted by the City/Town Assessor to the Department of Revenue. The data from this form, along with the description of households served above should validate the number of households served in Section 2. \*

No file selected.

### **3. Municipal Service Type (do not include private subscription hauler collection)**

Indicate which types of service are provided by your municipality:

Trash: \*

- ☐ Curbside   ☐ Drop-off   ☐ Both   ☐ None

Trash Collection frequency: \*

- ☐ Weekly
- ☐ Bi-weekly

**COLLECTION:** Does the municipality contract with a hauler for curbside collection of solid waste? Select "No" if trash is collected by municipal staff and vehicles. \*

- ☐ Yes
- ☐ No

### Solid waste collection contract

End date: \*

Recycling: \*

- ☐ Curbside   ☐ Drop-off   ☐ Both   ☐ None

Recycling Collection frequency: \*

- ☐ Weekly
- ☐ Bi-weekly

**COLLECTION:** Does the municipality contract with a hauler for curbside collection of recyclables? Select "No" if recyclables are collected by municipal staff and vehicles. \*

- ☐ Yes
- ☐ No

### Recycling collection contract

End date: \*

**Food Waste (collected separately from trash): \***

- ☐ Curbside   ☐ Drop-off   ☐ Both   ☐ None

**Food Waste Collection Frequency: \***

- ☐ Weekly
- ☐ Bi-weekly
- ☐ Other

**Describe: \***

*255 character limit*

**COLLECTION:** Does the municipality contract with a hauler for curbside collection of food waste? Select 'No' if food waste is collected by municipal staff and vehicles. \*

- ☐ Yes
- ☐ No

### **Food Waste Collection contract**

**End date: \***

**Bulky Waste: \***

- ☐ Curbside: same truck as trash   ☐ Curbside: separate truck from trash   ☐ Drop-off
- ☐ Both curbside and drop-off   ☐ None

**Bulky Waste Collection Frequency: \***

- ☐ Weekly
- ☐ Bi-weekly
- ☐ Other

Describe: \*

*255 character limit*

Do you limit the number of bulky items residents can set out annually? \*

☐ Yes

☐ No

Enter annual limit: \*

Do residents pay a fee (to the municipality or waste hauler) for any bulky items (including furniture, mattresses, appliances, electronics and more)? \*

☐ Yes

☐ No

Provide link to Bulky Waste fee schedule on the municipal website.

**Important Note:** If you claim Bulky Items points on the Recycling Dividends Program grant application, you will be required to provide a link to the fee schedule posted on the municipal webpage.

## 4. Municipal Program Service

a. Indicate whether your municipal program serves municipal buildings, schools, businesses, and/or non-residents:

	TRASH	RECYCLING	BOTH	NEITHER
Municipal Buildings *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Schools *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Businesses *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Non-residents *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

**b. Please indicate the funding source(s) for your municipality's solid waste program. Check all that apply: \***

- ☐ Property Tax
- ☐ Annual Fee
- ☐ Transfer Station Access Fee
- ☐ Per-visit Fee
- ☐ PAYT/SMART revenue from bags/tags/punch cards
- ☐ The municipality provides no trash or recycling services

**What is the annual fee? \***

**What is the transfer station access fee? \***

**What is the per-visit fee? \***

## 5. Municipal Solid Waste Collection and Disposal

**a. Indicate the tons of trash collected for disposal through the municipal program in 2017 including trash from residents, municipal buildings and schools collected under the municipal contract.**

**Special Notes:**

\* In this context Bulky Waste is defined as items too large for a bag or barrel that are disposed of as trash, i.e., not recycled

\* If your municipality collects and tracks residential bulky waste separately, do not include it in this tonnage number.

\* If your municipality operates a transfer station, DO NOT INCLUDE COMMERCIAL WASTE collected at your transfer station.

**Tons of trash: \***

**b. Does the tonnage number above include bulky waste? \***

- ☐ Yes
- ☐ No

If your municipality collects and tracks residential bulky waste separately, indicate bulky waste tonnage collected for disposal in 2017. Enter "0" if you do not track separately. \*

**DISPOSAL:** Does the municipality pay a separate per ton solid waste tip fee? \*

- ☐ Yes
- ☐ No

What is the per ton solid waste tip fee as of 1/1/2018?

How is the solid waste tip fee paid?

- ☐ The tip fee is paid through the curbside collection contract
- ☐ The tip fee is paid through a separate disposal contract
- ☐ Other

**Describe:** \*

*255 character limit*

**Disposal contract**

**End date:** \*

## 6. Yard Waste and Christmas Trees Collected for Composting/Chipping

Indicate how each of the following are collected:

**Leaves:** \*

- ☐ Curbside   ☐ Drop-off   ☐ Both   ☐ None

**Grass:** \*

- ☐ Curbside   ☐ Drop-off   ☐ Both   ☐ None



**Brush: \***

- ☐ Curbside   ☐ Drop-off   ☐ Both   ☐ None

**Christmas Trees: \***

- ☐ Curbside   ☐ Drop-off   ☐ Both   ☐ None

**During 2017, how many weeks of the year was one or more of the above collected at the curb? \***

**How many weeks was the yard waste drop-off open to residents in 2017? \***

## 7. Solid Waste and Recycling Program Elements

Which of the following does your program include? Check all that apply.

- ☐ PAYT (Pay As You Throw)/SMART (Save Money and Reduce Trash) - including programs where 1st barrel/bag  $\leq$  35 gal. of trash is included
- ☐ Trash Limits at the curb by hauler or municipality (this does not apply to PAYT/SMART programs)
- ☐ Carts for Trash (Standard wheeled trash carts issued by the municipality)
- ☐ Single-Stream Recycling
- ☐ Carts for Recycling (Standard wheeled recycling carts issued by the municipality)
- ☐ Mandatory Recycling
- ☐ Swap-Shop at a transfer station or recycling center which is sufficiently enclosed to protect swap shop items from weather and preserve reuse value where residents can drop-off reusable home goods and furnishings for others to take
- ☐ Reuse Area at a transfer station or recycling center which is not fully enclosed, where residents can drop-off reusable home goods and furnishings for others to take
- ☐ Compost bin distribution program
- ☐ Private hauler recycling requirements
- ☐ Local Businesses are welcomed and encouraged to bring recyclable materials to the municipal recycling center / or transfer station

## PAYT/SMART

a. Does program include any bags, stickers, barrels, or other units of trash in yearly fee or taxes? \*

☐ Yes

☐ No

Indicate the unit of trash included. Check all that apply: \*

☐ Printed PAYT/SMART bag

☐ Tag

☐ Sticker for bags/barrel

☐ Punch card

☐ Barrel

☐ Cart

☐ Other

**What size bag?**

**Gallons: \***

**What size and/or weight does each tag or sticker or punch represent? Leave as zero if not applicable.**

**Gallons: \***

**Pounds: \***

**What size barrel?**

**Gallons: \***

**What size cart?**

**Gallons: \***

**Please describe the trash unit including volume and/or weight and the cost per unit to residents:**

**Describe: \***

**How many units (as indicated above) are provided to each household per year?**

**Units: \***

**b. What is/are the unit(s) of trash i.e. printed PAYT/SMART bag, tag, punch card, barrel, cart, etc. that residents pay for with this program? Check all that apply: \***

- ☐ Printed PAYT/SMART bag
- ☐ Tag
- ☐ Sticker for bags/barrel
- ☐ Punch card

☐ Barrel

☐ Cart

☐ Scale

☐ Other

What size bag(s) and what is the cost per bag to residents?

PRINTED PAYT/SMART BAG	GALLONS *	COST *
First Option	0	0.00
Second Option	0	0.00
Third Option	0	0.00

What size and/or weight does each tag or sticker or punch represent and what is the cost of each option? Leave as zero if not applicable.

TAG/STICKER/PUNCH CARD	GALLONS *	POUNDS * <i>if applicable</i>	COST *
First Option	0	0	0.00
Second Option	0	0	0.00
Third Option	0	0	0.00

What size barrel and what is the cost per barrel to residents?

Gallons: \*

Cost: \*

 \$

What size cart and what is the cost per cart to residents?

Gallons: \*

Cost: \*

 \$

What is the cost per pound to residents?

Cost: \*

 \$

Please describe the paid unit including volume and/or weight and the cost per unit to residents:

Describe: \*

## Trash Limits at the curb

Maximum # bags/barrels/carts per week: \*

Bag/Barrel/Cart size in gallons (e.g. 32, 64, etc.): \*

How is the trash limit codified (check all that apply)? \*

☐ Bylaw/Ordinance   ☐ Regulation   ☐ Policy   ☐ Hauler Contract   ☐ Other

Describe: \*

*255 character limit*

Can fines be issued for non-compliance? \*

- ☐ Yes
- ☐ No

Are trash limits actively enforced? \*

- ☐ Yes
- ☐ No

Enforced by (check all that apply): \*

- ☐ Hauler
- ☐ Municipality

Does hauler leave trash behind when the trash limit is exceeded?

- ☐ Yes
- ☐ No
- ☐ Depends

Describe: \*

*255 character limit*

Do you have dedicated enforcement personnel? \*

☐ Yes

☐ No

How many hours a week is the enforcement personnel on the street performing enforcement tasks? \*

### Carts for Trash

Size, in gallons, of wheeled cart: \*

Size, in gallons, of alternative wheeled cart, if applicable:

### Carts for Recycling

Size, in gallons, of wheeled cart: \*

Size, in gallons, of alternative wheeled cart, if applicable:

## Mandatory Recycling

How is Mandatory Recycling codified (check all that apply)? \*

☐ Bylaw/Ordinance   ☐ Regulation   ☐ Policy   ☐ Hauler Contract   ☐ Other

**Describe: \***

*255 character limit*

**The Mandatory Recycling requirement applies to (check all that apply): \***

- ☐ Residential customers eligible to be served by the municipal program.
- ☐ Residential customers not served by the municipal program, including large apartments, multi-families, condominiums and mobile homes.
- ☐ Commercial customers such as businesses, industrial and institutional enterprises within the municipality.

**The Mandatory Recycling requirement defines non-compliance as (check all that apply): \***

- ☐ Trash in recyclables (contamination)   ☐ Recyclables in trash   ☐ No recyclables set out at curb
- ☐ Other

**Describe: \***

*255 character limit*

**Can fines be issued for non-compliance with Mandatory Recycling? \***

- ☐ Yes
- ☐ No

**Is Mandatory Recycling actively enforced? \***

- ☐ Yes
- ☐ No

**Enforced by (check all that apply): \***

- ☐ Hauler
- ☐ Municipality



Does hauler leave trash and/or recycling behind for non-compliance? \*

- ☐ Yes
- ☐ No
- ☐ Depends

Describe: \*

*255 character limit*

Do you have dedicated enforcement personnel? \*

- ☐ Yes
- ☐ No

How many hours a week is the enforcement personnel on the street performing enforcement tasks? \*

## Private Hauler recycling requirements

How is the requirement that haulers provide recycling services codified (check all that apply)? \*

- ☐ Bylaw/Ordinance   ☐ Regulation   ☐ Policy   ☐ Other

Describe: \*

*255 character limit*

Can the hauler be fined by the municipality for non-compliance? \*

- ☐ Yes
- ☐ No

Does the municipality actively enforce the regulation on private haulers? \*

- ☐ Yes
- ☐ No

Does the regulation require all haulers collecting solid waste to provide bundled service for the provision of both solid waste and recyclables collection for each customer? \*

- ☐ Yes
- ☐ No

Are haulers required to provide ALL residential customers bundled service as a single charge so that each customer receives recyclable collection at no extra charge from solid waste collection? \*

- ☐ Yes
- ☐ No

The Private Hauler regulation applies to (check all that apply): \*

- ☐ Residential customers eligible to be served by the municipal program.
- ☐ Residential customers not served by the municipal program, including large apartments, multi-families, condominiums and mobile homes.
- ☐ Commercial customers such as businesses, industrial and institutional enterprises within the municipality.

## 8. Recycled/Composted Tonnage

**BASIC RECYCLED MATERIALS:** Enter the tons of material collected through your municipal program in 2017, including materials collected from residents, municipal buildings, schools, and businesses. Include tonnages from both curbside and drop-off programs. If your community receives revenue for a material listed below, enter the December 2017 per ton dollar amount as a positive number. If your community incurs a cost to recycle a material listed below, enter the per ton cost as a negative number.

MATERIAL	TONS	REVENUE/-COST PER TON	APPROXIMATE YEARLY REVENUE/ -COST
Single stream recycling (paper and commingled containers in one stream)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Newspaper	<input type="text"/>	<input type="text"/>	<input type="text"/>

Cardboard	<input type="text"/>	<input type="text"/>	<input type="text"/>
Mixed Paper	<input type="text"/>	<input type="text"/>	<input type="text"/>
Commingled Containers/ Steel/tin /aluminum/glass/plastic containers (or sum of separate container streams)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Total Tons	<input type="text"/>		

**OTHER RECYCLED MATERIALS:** Select a unit of Measure and then enter the amount of material collected through your municipal program in 2017, including materials collected from residents, municipal buildings and schools. Unit of measure must be selected for the amount entered to be converted to tons. If your community receives revenue for a material listed below, enter the **most recent month's per ton dollar amount** as a positive number. If your community incurs a cost to recycle a material listed below, enter the per ton cost as a negative number.

#### Bulky Rigid Plastic

Unit of measure:	Quantity:	Conversion factor:	Calculated tons:	Revenue/- Cost per Ton:	Approximate Yearly Revenue/-Cost:
<input type="text" value="-Select-"/>	<input type="text"/>	<input type="text" value="0.00"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
				\$	\$

#### Scrap Metal/Large Appliances

<input type="text" value="-Select-"/>	<input type="text"/>	<input type="text" value="0.00"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Textiles/Used Clothing

<div><div>-Select-</div><div>▼</div></div>	<div></div>	<div>0.00</div>	<div><div></div><div></div></div>	<div></div>	<div><div></div><div></div></div>
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Wood

<div><div>-Select-</div><div>▼</div></div>	<div></div>	<div>0.00</div>	<div><div></div><div></div></div>	<div></div>	<div><div></div><div></div></div>
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Mattresses

<div><div>-Select-</div><div>▼</div></div>	<div></div>	<div>0.00</div>	<div><div></div><div></div></div>	<div></div>	<div><div></div><div></div></div>
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Carpet

<div><div>-Select-</div><div>▼</div></div>	<div></div>	<div>0.00</div>	<div><div></div><div></div></div>	<div></div>	<div><div></div><div></div></div>
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Food Waste

<div><div>-Select-</div><div>▼</div></div>	<div></div>	<div>0.00</div>	<div><div></div><div></div></div>	<div></div>	<div><div></div><div></div></div>
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Yard Waste

<div><div>-Select-</div><div>▼</div></div>	<div></div>	<div>0.00</div>	<div><div></div><div></div></div>	<div></div>	<div><div></div><div></div></div>
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E-waste (computers, TVs, other electronics)

<div><div>-Select-</div><div>▼</div></div>	<div></div>	<div>0.00</div>	<div><div></div><div></div></div>	<div></div>	<div><div></div><div></div></div>
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## Mixed Construction and Demolition Waste







## 9. Collection Frequency of Other Recycled Materials

In 2017, how often did your residents have the opportunity to drop off each of these materials at a Municipal Recycling Center, Transfer Station or Household Hazardous Waste day?

	0	1 OR 2	BETWEEN 3 & 10	ONCE A MONTH	ONCE A WEEK	YEAR ROUND
Auto batteries *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Auto tires *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
TVs and Computers *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other electronics (DVD/VCR, phones, stereos, etc) *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Waste/Use d engine oil *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Household batteries (ex., rechargea ble, NiCad or alkaline) *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Propane tanks (1 pound tanks) *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Propane tanks (20 pound tanks) *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Anti-freeze *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Used oil filters *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Latex/Oil based paint *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fluorescent lamps/CFLs *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Button batteries *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Thermostats *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Thermometers *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other products containing mercury *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Expanded Polystyrene (i.e., Styrofoam) *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Medical Waste/Sharps *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Textiles *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bulky rigid plastics *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Books/Media *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Plastic bags *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Fire extinguishers *	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

## 10. Household Hazardous Waste

Did your municipality HOST (i.e., in your community) comprehensive household hazardous waste collection events in 2017? \*

☐ Yes

☐ No

How many events? \*

**Were these events part of a reciprocal arrangement with other municipalities, OR do you HOST a regional HHW collection center?**

	YES	NO
Regional *	<input type="radio"/>	<input type="radio"/>
Reciprocal *	<input type="radio"/>	<input type="radio"/>

**In addition to the event(s) hosted by your municipality, did your residents have access to any other comprehensive household hazardous waste collection events?**

☐ Yes

☐ No

**Did your residents have access to a comprehensive household hazardous waste collection event(s) in another community?**

☐ Yes

☐ No

**How many events? \***

**Where were these events held? \***

*255 character limit*

## **Additional Comments**

If necessary, please add any comments or additional information to explain your survey responses or provide more information about your programs.

**Thank you for all your work at keeping waste bans items out of the trash and helping the Commonwealth get closer to reaching our 2020 goal of a 30% reduction in tons of trash disposed.**